



Ed Tech Grant Program Request for Proposal 2004-2005 Indiana Department of Education Office of Learning Resources

The Ed Tech Grant Program offers an opportunity to improve teaching and learning through technology in Indiana schools. The primary goal of the Ed Tech program is to improve student academic achievement through the use of technology in schools. It is also designed to assist every student in crossing the digital divide by ensuring that every student is technologically literate by the end of eighth grade, and to encourage the effective integration of technology with teacher training and curriculum development to establish successful research-based instructional methods. In order to meet the challenges of improving student achievement through the use of technology in schools it is important that schools, teachers, students, community groups, governments, and business leaders work in partnership.

PURPOSE

As a part of *No Child Left Behind*, the Indiana Department of Education has been awarded funds from the federal Title II, Part D – Enhancing Education Through Technology program. IDOE is inviting eligible Indiana public school corporations to apply for an Ed Tech Grant. Eligibility is based on a Technology Need Index.

Indiana public school corporations among the highest poverty districts in the state or any **school corporation** identified as in need of improvement under Section 1116 of Title I, Part A (as provided by the Division of Federal Programs) will be pre-qualified to be eligible for the Ed Tech Grant Program competitive funds.

A key purpose of this grant is to have an impact on student achievement in mathematics, science and/or language arts through technology integration into the curricula and teaching. School corporations will be required to:

- ❖ Target specific academic needs as determined by student performance on the Indiana Statewide Testing for Educational Progress–Plus (ISTEP+);
- ❖ Identify and set goals for improved student performance in mathematics, language arts, and/or science based on the school improvement plan;
- ❖ Discuss the provisions that will be made to ensure collaboration between teachers, parents, students, and community members for improved teaching and learning through technology;
- ❖ Explain how Ed Tech Grant Program funds will be utilized to target student achievement of the Indiana Academic Standards in low-income and low-performing schools in their school system; and
- ❖ Describe how Ed Tech Grant Program funds will be coordinated with other funding sources.

ELIGIBILITY

To determine eligible school districts for competitive grants, the Indiana Department of Education created a Technology Need Index that includes the following criteria:

- ❖ Number and percentage of students in poverty and operates one or more schools identified under section 1116 of NCLB (Academic Assessment and Local Educational Agency and School Improvement)
- ❖ Percentage of students scoring below grade level in reading/language arts and mathematics on the Indiana Statewide Testing for Educational Progress–Plus (ISTEP+);
- ❖ Number and percentage of students for whom English is a second language; and
- ❖ Ratio of Assessed Valuation per student.

An eligible public school corporation may submit a proposal as part of a consortium with other school corporations, vocational and/or career centers, institutions of higher education, educational service centers, regional educational labs, libraries, or other educational entities appropriate to provide local programs. A consortium may also include partnerships with business and industry, community and civic groups, local government, foundations, public and private agencies, cultural and scientific institutions, hospitals, etc. A school corporation may submit and participate in only one proposal.

A school corporation must comply with Section 9501 regarding participation by private school teachers and children. (<http://www.ed.gov/legislation/ESEA02/pg111.html#sec9501>) A list of eligible public school corporations can be found at <http://www.doe.state.in.us/olr/edtech>.

FUNDING AND EVALUATION

Each school corporation may apply for a competitive grant of **up to** \$300,000. Consortium amounts will be based on the number of districts participating and the number of students being served. Twenty-five percent of the funds must be used for professional development activities that support the integration of technology into the curricula and teaching. **The level of funding requested should be correlated with the scope of the project.** In evaluation of the grants, there is a maximum of 100 points awarded for the proposal. Each applicant will conduct annual evaluations of their projects and will complete state and federal reports.

TECHNICAL ASSISTANCE: The Indiana Department of Education will provide technical assistance through phone calls, emails and workshops. Feel free to contact us at any time in your proposal writing process. Three technical workshops will be offered to answer any questions and provide additional assistance as you prepare your proposal. All workshops will take place at the Indiana Department of Education offices located at 101 W. Ohio, Indianapolis. In an effort to ensure adequate space and materials are available, please contact Marcia Bolin at 800-527-4930 ext. 1 with the names of personnel from your corporation and the workshop/s they plan to attend. The workshop dates are:

- ❖ February 9, 2004 9:00 AM – 12:00PM
- ❖ February 17, 2004 1:00PM – 4:00 PM
- ❖ March 23, 2004 9:00AM – 12:00 PM

INSTRUCTIONS

All proposals must be postmarked by April 14, 2004. Proposals postmarked after April 14, 2004 will not be considered for funding. Certified mail with return receipt or express delivery will provide proof of mailing date and document receipt by the Department of Education.

The committee developing the district's Ed Tech Grant Program proposal should be familiar with the appropriate school improvement and technology plans, the Indiana Academic Standards, Indiana's K-12 Plan for Technology: On Line On Target On Demand Learning Systems, and the goals of the Ed Tech Grant Program:

- ❖ Target specific academic needs as determined by student performance on the Indiana Statewide Testing for Educational Progress–Plus (ISTEP+);
- ❖ Identify and set areas for student performance improvement based on school improvement plan goals;
- ❖ Discuss the provisions that will be made to ensure collaboration between teachers, parents, students, and community members for improved teaching and learning through technology;
- ❖ Explain how EETT funds will be utilized to target student achievement of the Indiana Academic Standards in low-income and low-performing schools in their school system; and
- ❖ Describe how EETT funds will be coordinated with other funding sources.

If you have questions, visit the Ed Tech Grant Program web site at <http://www.doe.state.in.us/olr/edtech> or contact Laura Taylor, Director, Office of Learning Resources, at <ltaylor@doe.state.in.us>, 317-232-9175, or 800-527-4930 ext. 1.

Mail proposal to:

Indiana Department of Education, OLR
Ed Tech Grant Program, Attn: Laura Taylor
Room 229, State House
Indianapolis, IN 46204-2798

If you use Express Mail, Fed Ex, UPS or any other courier mail service or hand your proposal deliver to:

Indiana Department of Education, OLR
Ed Tech Grant Program, Attn: Laura Taylor
151 West Ohio Street
Indianapolis, IN 46204-2798

All hand delivered proposals must be in the Office of Learning Resources by 4:00 p.m. on April 14, 2004.

GUIDELINES FOR ED TECH GRANT PROGRAM PROPOSAL

Submit **three** copies of the proposal to the Office of Learning Resources, Indiana Department of Education. All proposals must be postmarked by April 14, 2004. Proposals postmarked after April 14, 2004 will not be considered for funding. When writing the proposal use Times New Roman, 12 point font, and at least single-spaced. Proposals that do not use 12-point font will be scanned in at 12 point and any extra pages will be removed. The entire proposal must not be longer than 20 pages. The page limit excludes the two cover pages, four budget forms, and project goal pages. Follow the outline and number each section as marked below. Attachments and extra pages will be removed and not read.

Cover Page: The two cover pages can be found at the end of this document. Attach the cover pages to the front of the proposal. List the management team of this grant. Please include the teachers, technology personnel, library media specialists, administrators and other personnel both from the school corporations and from outside of the school corporation that will work on ensuring the success of this grant.

The project abstract must be 75 words or less. It should offer a clear and concise summary of the learning needs addressed in the project and the proposed solution using instructional technology. It should provide a strong rationale for funding this project.

1) Description of Need and Baseline Data: Describe the student academic need as determined by student performance on ISTEP+ or as identified in the LEA's PL221 plans. The needs section must address improvement in instructional practices related to current technology use in the classroom and its impact on:

- ❖ Indiana Academic Standards based curriculum.
- ❖ teacher growth with technology (e.g. methods for assessing teachers to determine changes in their level of technology use in the classroom)
- ❖ teaching strategies (e.g., diversified use of technology-based applications and teaching strategies)
- ❖ improved student achievement

Address baseline data that includes:

- ❖ identified needs
- ❖ plan objectives and goals
- ❖ strategies
- ❖ beginning implementation of strategies

2) Goals and Objectives: Describe the project goals and objectives. Objectives and goals must be strongly and clearly linked to student learning, Indiana Academic Standards, the school improvement plan and the needs as stated in “Description of Needs.” The objectives must be clearly measurable, and describe how the goals will be met. The teaching and learning objectives described in this section need to address the problem(s) (goals) and identify the results the project is to achieve (objectives). The goals and objectives need to be:

- ❖ Related to the school improvement plan
- ❖ Concise and specific
- ❖ Clearly measurable
- ❖ Clearly related to the problems described in Section 3
- ❖ Related to the five goals of the Ed Tech Grant Program
- ❖ Achievable within the framework of this project

3) Methods and Activities:

Describe the curriculum integration strategies, the technology rich environment and their link to stated objectives. Specifically identify strategies for using technology to enhance student achievement. Make sure that activities are developmentally appropriate and are learner-centered. Make sure to include:

- ❖ A description of how the project objectives and related activities are linked to Indiana State Academic Standards for mathematics, language arts, and /or science and to improved student learning.
- ❖ How the project will advance the effective use of technology to promote parental involvement and increase communication with parents.
- ❖ Innovative curriculum and practices that will be developed and implemented throughout the program.
- ❖ The steps that will be taken to ensure that students and teachers in schools served by the school corporation, particularly those with the greatest need, have access to technology and are prepared to utilize technology effectively in the classroom.
- ❖ How the project will encourage the development and utilization of innovative strategies for the delivery of specialized or rigorous academic courses and curricula through the use of technology including distance-learning applications.

4) Professional Development: Twenty-five percent (25%) of the grant funds received must be used for professional development activities that will support the integration of technology into teaching and the curricula. Identify professional development needs, and the specific plan for meeting those needs that ensures the methods and activities described in Section 3 will be successful in reaching the project objectives. Describe what types of activities will be offered and include how they support teachers in developing activities and lessons that enable teachers to use technology as a tool to enhance the curriculum, create a student centered learning environment based on resource-based projects, and integrate technology with other teaching resources.

Describe strategies such as mentoring, coaching, retreats, workshops, conferences, etc., to ensure ongoing, sustained professional development for teachers. Identify the amount of time allocated for professional development in the effective use of technology and resources in the classroom. Discuss how the corporation’s plan for professional development will support the methods and activities outlined in Section 3.

The following principles, as outlined in the Indiana Department of Education’s *Eight Steps to Highly Effective ‘Next Generation’ Professional Development for Learning and Technology – Public Law 221 and Beyond*, encourages teachers and administrators at each school site to plan and implement ongoing, sustained professional development activities based on a coherent vision for overall school improvement, which is defined by the following characteristics:

- ❖ A Transformational Approach – responding to the need for digital-age thinking
- ❖ Student-Focused, Educationally Sound Content
- ❖ Relevant, Engaging Context – ensuring a practical, authentic approach to student learning
- ❖ Effective Technology Use – modeling effective, innovative practices
- ❖ Continuous Improvement and Assessment through Data – tracking student progress by teachers, administrators, and schools
- ❖ Systems Thinking – aligning all aspects of the learning community to the digital age

5) Formative and Summative Evaluation

The project evaluation must measure results, not efforts. Evaluations will be used for ongoing program improvement (formative) and final project review (summative). Each applicant will conduct annual evaluations of their projects and will complete appropriate state and federal reports.

Describe the plan for formative evaluation throughout the project. Describe how the data will be collected and analyzed to help adapt and modify the methods and activities described in Section 3.

Describe the summative evaluation plan for the conclusion of the project. Describe how the data will be collected and analyzed to determine the overall effectiveness of the project in meeting the objectives outlined in Section 2. All grants require an external evaluator. Please state the name of the external evaluator that will be used for the project and describe the rationale for the decision.

6) Partnerships and Coordination of existing programs

Describe present and future partnership efforts to involve parents, public libraries, other educational entities, business leaders and/or community leaders in this project. Discuss the provisions that will be made to ensure collaboration between teachers, parents, students, and community members for improved teaching and learning through technology. Describe how this project will coordinate the Title II D funds provided for this project with other grant funds available for technology from federal, state, and local sources (Title II Part D-Enhancing Education Through Technology formula funds, USF, Educate Indiana grants, Capital Project Funds, Title funds, Intelnet grants, Carl Perkins funds, etc.).

7) Time Line and Project Coordinator

Establish a time line for the project that clearly identifies the activity beginnings, critical points, people responsible, and completion. Provide the name and contact information of the project coordinator and enumerate the duties and responsibilities of the project coordinator as they relate to this project.

8) Acquisitions: In this section, provide a description of the type of technologies that will be acquired and where they will be placed in the school-learning environment to ensure successful and effective integration.

9) Budget: Complete the four budget sheets at the end of this document. Round all figures to the nearest dollar. Requested funding must be commensurate with the project's size, scope, student population, and stated objectives and purposes. Funds up to 5% of the total grant may be used for administration and/or technical assistance. Funds may not be used to supplant existing programs or other funding commitments. All activities must be completed by September 30, 2005 and payment for services must be completed by December 31, 2005.

ED TECH GRANT PROGRAM PROPOSAL RUBRIC

Cover Page and Project Abstract (8 Points)

0-2	3-5	6-8
<ul style="list-style-type: none"> A rationale for the project is not provided. Project impractical or irrelevant to stated educational goals. 	<ul style="list-style-type: none"> An attempt was made to communicate a rationale for funding the project. Project is practical and relevant. 	<ul style="list-style-type: none"> Provides a strong rationale for funding the project. Project is practicable and relevant. Project is based on the District's School Improvement Plans.

Description of Need and Baseline Data (10 Points)

Specify the standards based educational need(s) that the project addresses, and indicate how the need(s) was/were identified. The need section must address improvement in instructional practices related to current technology use in the classroom and its impact on student achievement. Include any relevant data to substantiate the need(s).

0-3	4-7	8-10
<ul style="list-style-type: none"> No discussion of the educational needs that the project will address. Only describes technology needs. 	<ul style="list-style-type: none"> Educational need is specified, but there is little description or documentation on how the need was identified (lack of data/resources to describe need.) 	<ul style="list-style-type: none"> Describes thoroughly which schools and population of students will be served. Detailed and comprehensive needs assessment data are provided on these populations.

Goals and Objectives (10 Points)

Describe the specific goals as they relate to the educational goals, student achievement needs, the local technology plan, and PL 221 priorities.

0-3	4-7	8-10
<ul style="list-style-type: none"> Describes goals that are generic and not project specific. Goals are not educational goals. Goals do not address the educational need described in the previous section. Goals are not related to the goals of the Ed Tech Grant Program. The goals are not attainable within the framework of this project. 	<ul style="list-style-type: none"> Some of the project goals are educational goals - others are not. Some of the goals directly address the need established in the proposal. Some of the goals are related to goals of the Ed Tech Grant Program. Some of the goals are attainable within the framework of this project. 	<ul style="list-style-type: none"> Measurable, attainable educational goals that directly support the needs described in the proposal. Goals relate directly to the goals of the Ed Tech Grant Program. All of the goals are attainable within the framework of this project.

Methods and Activities (15 Points)

- A description of how project objectives and related activities are linked to Indiana State Academic Standards for mathematics, language arts and/or science to improved student learning.
 - The educational strategies should assist you to meet educational goals and to improve academic achievement as measured by Indiana Academic Standards.
- Indicate the steps you will take to ensure that students and teachers in schools served by the school corporation, particularly those with the greatest need, have access to technology and are prepared to utilize technology effectively in the classroom.
 - Describe how you will ensure the effective use of technology to promote parental involvement and increase communication with parents.
- Indicate how parents will be informed of the technology being applied in their children's education, so that the parents are able to reinforce at home the instruction their children receive at school.
 - Explain how you will encourage the development and utilization of innovative strategies for the delivery of specialized or rigorous academic courses and curricula through the use of technology including distance-learning applications.
- Specify how the project will address access to unavailable courses and curricula due to geographical isolation or insufficient resources.

0-4	5-10	11-15
<p>Generic description of activities and incomplete information regarding how activities tie into the project's educational goals.</p> <p>No specific information on what steps will be taken:</p> <ul style="list-style-type: none"> ▪ To integrate technology, ▪ To increase parental involvement, ▪ To ensure that all students and teachers are served, or ▪ To implement innovative strategies. 	<p>Description of activities, but incomplete information regarding how the activities tie into the project's educational goals.</p> <p>Limited information on what steps will be taken:</p> <ul style="list-style-type: none"> ▪ To integrate technology, ▪ To increase parental involvement, ▪ To ensure that all students and teachers are served, or ▪ To implement innovative strategies. ▪ To link to standards 	<p>Clearly defined activities and complete description of how the activities tie into the project's educational goals.</p> <p>Clearly illustrates how this project will:</p> <ul style="list-style-type: none"> ▪ To integrate technology, ▪ To increase parental involvement, ▪ To ensure that all students and teachers are served, or ▪ To implement innovative strategies. ▪ To link to standards

Professional Development (12 Points)

Describe how you will provide high-quality, sustained professional development for teachers, principals, administrators, and/or school library media personnel serving the school corporation to ensure and further the effective use of technology to increase student achievement. Include a list of partners instrumental in the delivery of the professional development and the resources involved.

- Describe the target audience, the facilitators, and the professional development activities.
- Provide a timeline for the delivery of the professional development.

0-3	4-7	8-12
<ul style="list-style-type: none"> • Training may have been mentioned, but it is not clear how high-quality professional development will be provided. • No details as to the target audience, facilitators, the types of activities, or the timeline for which these activities will occur. 	<ul style="list-style-type: none"> • Clear understanding of how high-quality professional development will be provided. • Some details listing the target audience, facilitators, the types of activities, or the timeline for which these activities will occur. 	<ul style="list-style-type: none"> • Clear understanding of how high-quality professional development will be provided. • Specific details listing the target audience, facilitators, the types of activities, and the timeline for which these activities will occur.

Performance Targets (10 Points)

Indicate the project's performance targets that will be used to measure success and the indicators for these targets and a timeline. Ensure that the performance targets are specific, measurable, attainable, and relevant to the project goals and objectives

0-3	4-7	8-10
<ul style="list-style-type: none">• Performance targets provided, but not aligned with the project's goals.• Performance targets are not measurable, attainable or relevant.• No timeline for the performance targets is provided.• No information regarding achievement gains, measuring a teacher's ability to integrate technology, or how they will measure increase parental involvement.	<ul style="list-style-type: none">• Performance targets provided and appear to align with the project's goals.• Targets do not seem measurable, attainable or relevant.• Timeline for the performance targets is provided.• Some mention of achievement gains, measuring a teacher's ability to integrate technology, or how they will measure increase parental involvement.	<ul style="list-style-type: none">• Performance targets are specific to the project's goals, measurable, attainable and relevant.• Comprehensive timeline to achieve these performance targets is provided and seems realistic.• Specific components to measure a teacher's ability to integrate technology, and increased parental involvement.

Formative and Summative Evaluation (12 Points)

Detail the process and accountability measures, that you will use to evaluate the extent to which this project's activities are effective in increasing the ability of teachers to teach and of students to meet challenging academic achievement standards through the effective integration of technology into the curricula. An external evaluator is required for this grant.

0-3	4-7	8-12
<ul style="list-style-type: none">• Evaluation plan is not discussed or is severely limited.• Does not appropriately measure the project targets or indicators.	<ul style="list-style-type: none">• Some information about the evaluation plan.• Some of the methodology and data collection instruments being used are appropriate to measure project targets/indicators.	<ul style="list-style-type: none">• A strong and well-articulated plan is presented for evaluating the impact of the project on students, faculty, and administrators, with specific information regarding instruments, methodology, and timeline.• Methodology and the data collection instruments are appropriate in order to measure the project targets/indicators.• Detailed information regarding their data collection and reports components of their evaluation in addition to the state-provided evaluation components.• Anticipated achievement gains are clearly described and realistic.

Partnerships (6 Points)

List the present and future partnership efforts to involve parents, public libraries, other educational entities, business leaders and/or community leaders in this project. Discuss the provisions that will be made to ensure collaboration between teachers, parents, students, and community members for improved teaching and learning through technology.

- List the partners. Provide a brief description of their roles and contributions to the success of this project, including the delivery of professional development.
- Illustrate how the project will be developed, if applicable, in collaboration with adult (technology) literacy providers to maximize the use of technology.

0-2	3-4	5-6
No clear list of partners or description of how their roles and contributions will enhance the success of the project.	Partners are mentioned, but there is limited discussion of their roles and contributions will enhance the success of the project.	Partners are listed with a thorough description of their roles and contributions in terms of how they will contribute to the success of the project.

Timeline (6 Points)

Provide a specific timeline that outlines all facets of the first year of the project, including hardware and software installation, professional development, curriculum integration, and assessment activities.

0-2	3-4	5-6
Timeline is vague and does not include all facets of the plan.	Timeline addresses all facets of the plan, but seems artificial or overly ambitious.	The timeline for the project is clearly defined and well planned. Relevant and realistic benchmarks are described in detail.

Acquisition (5 Points)

Describe the technologies that will be acquired and where they will be placed in the school-learning environment to ensure successful and effective integration.

0-1	2-3	4-5
Incomplete description of technologies that will be acquired and incomplete information on where the technologies will be placed.	Generic description of technologies that will be acquired and limited information on where the technologies will be placed.	Detailed description of technologies that will be acquired and detailed information on where the technologies will be placed to ensure successful and effective integration.

Budget and Coordination of Existing Programs (6 Points)

- List the types and costs of each item, including services, software, and curricula.
- List all of the funding sources that will be used to finance this project.
 - Include other grant funds available for technology from federal, state, and local sources (Title II Part D-Enhancing Education Through Technology formula funds, USF, Capital Project Funds, other federal funds, Intelnet grants, Carl Perkins funds, etc.).

0-2	3-4	5-6
<ul style="list-style-type: none"> • Budget is vague and difficult to understand. • No description of the types and costs of each budget items. 	<ul style="list-style-type: none"> • Budget lists purchases, but does not describe items purchased. • Some description of the types and costs of each budget items. 	<ul style="list-style-type: none"> • Budget is clear and concise. • Detailed description of the types and costs of each budget items.

Additional Points

Innovation and Rigor (Up to 8 Points)

- Reviews may award a maximum of eight additional points to a project proposal that utilizes innovative, replicable uses of technology that support a rigorous curriculum with technology integration and appropriate assessment. Examples of this include but are not limited to; online writing evaluation tools (such as Criterion), low-cost, open architecture technology solutions, distance learning solutions, and 1:1 computer solutions in core content classes.

Total Grant Requested \$ _____

Activities	Public LEAs			Private Non-Profit Schools		
	Requested Funds	# of Students Served by Activity	# of Staff Trained by Activity	Requested Funds	# of Students Served by Activity	# of Staff Trained by Activity
Professional Development in the use of technology: (Professional Development expenditure must not be less than 25 percent of allocation)						
1a.) to enable educators to access data and resources to develop curricula and instructional materials;	\$			\$		
1b.) to enable teachers—to use the Internet and other technology to communicate with parents, other teachers, principals, and administrators; and to retrieve Internet-based learning resources;	\$			\$		
1c.) to lead to improvements in classroom instruction in the core academic subjects, including increasing student technology literacy,	\$			\$		
Other Activities:						
1. Establishing or expanding partnerships or initiatives, designed to increase access to technology for students and teachers	\$			\$		
2. Adapting or expanding existing and new applications of technology to enable teachers to increase student academic achievement, including technology literacy:						
a. through the use of teaching practices that are based on a review of relevant research and are designed to prepare students to meet challenging State academic content and student academic achievement standards; and	\$			\$		
b. by the development and utilization of innovative distance learning strategies to deliver specialized or rigorous academic courses and curricula to areas that would not otherwise have access to such courses and curricula.	\$			\$		
3. Acquiring proven and effective courses and curricula that include integrated technology and are designed to help students meet challenging State academic standards.	\$			\$		
4. Utilizing technology to develop or expand efforts to connect schools and teachers with parents and students to promote meaningful parental involvement, to foster increased communication about curricula, assignments, and assessments between students, parents, and teachers, and to assist parents to understand the technology being applied in their child's education, so that parents are able to reinforce at home the instruction their child receives at school.	\$			\$		
5. Preparing one or more teachers in elementary schools and secondary schools as technology leaders who are provided with the means to serve as experts and train other teachers in the effective use of technology, and providing bonus payments to the technology leaders.	\$			\$		

Activities	Public LEAs			Private Non-Profit Schools		
	Requested Funds	# of Students Served by Activity	# of Staff Trained by Activity	Requested Funds	# of Students Served by Activity	# of Staff Trained by Activity
6. Acquiring, adapting, expanding, implementing, repairing, and maintaining existing and new applications of technology, to support the school reform effort and to improve student academic achievement, including technology literacy.	\$			\$		
7. Using technology to collect, manage, and analyze data to inform and enhance teaching and school improvement efforts.	\$			\$		
8. Implementing performance measurement systems to determine the effectiveness of education technology programs funded under this subpart, particularly in determining the extent to which activities funded under this subpart are effective in integrating technology into curricula and instruction, increasing the ability of teachers to teach, and enabling students to meet challenging State academic content and student academic achievement standards.	\$			\$		
9. Developing, enhancing, or implementing information technology courses.	\$			\$		
SUBTOTAL OF ACTIVITIES				\$		
Maximum 5 % Administration*	\$					
Restricted Indirect	\$					
GRAND TOTAL	\$					
* LEA administration of private school participation is reported under “Public LEAs” since administrative costs may not be incurred by private schools.						

Total Grant Requested \$ _____

		100	200	300	300	300	400	500	
These activities should be fully described in your proposal.		Personnel Salaries	Personnel Benefits	Contracted Service	Travel & Registration	Telecom-Internet other telecom service	Supplies & Materials - Software	Capital Outlay - Hardware	Subtotal
Example: Professional development workshops and training. -The actual activities would be described in the proposal.	Grant Share	\$15,000	0	\$2,000	\$2,000		\$250		\$19,250
	Local Share	\$5,000					\$750		\$575
Methods & Activities	Grant Share								
	Local Share								
Professional Development	Grant Share								
	Local Share								
Evaluation	Grant Share								
	Local Share								
						Subtotal			
						Administrative Maximum 5%			
						Grand Total \$			

Use a separate line for each activity

Activity	Audience (teachers, parents, administrators, students, etc)	Resources Needed (Include materials, hardware, software, travel etc)	Object Code (100, 200, etc)	Cost Days, schools X cost X etc =
Example: 1. Establishing or expanding partnerships or initiatives, designed to increase access to technology for students and teachers.	Teachers, Principal, Library Media Specialist, Tech Coordinator, Parents, Public Librarians	Facilitator Fee	300	5 days X \$250 = \$1,250
		Workshop Materials	400	5 days X \$100 = \$500

1	2	3	4	5	6	7	8
Project Goal	Baseline Data	Strategies for Achieving This Project Goal	Indicators	Target Benchmarks	Process for Assessment and Evaluation	Data Sources for Assessment and Evaluation	Desired Outcomes
(The goal should be linked to student achievement, teacher proficiency, equity of access, and accountability.)	(This data is a current reflection of your district prior to implementation of this project.)	(These are measurable strategies that will be used to reach the goal.)	(These statements must be measurable using terms such as a percentage, number of computers, etc.)	(These define the progress you want to make at specified points in time with respect to each indicator.)	(Describe the process that will be used to collect data, monitor progress and adjust strategies maximize project effectiveness.)	(List all data that can be compared to baseline data to determine that goals have been reached and effectiveness has improved.)	(Should be linked to student achievement, teacher proficiency, equity of access, and accountability.)

Use additional pages as needed.